

**Minutes of the Personnel Committee**  
**Tuesday, February 21, 2006**

Vice Chair Bruce called the meeting to order at 1:01 p.m. and Supervisor Bonnie Morris led the committee in the Pledge of Allegiance.

**Present:** Supervisors Bonnie Morris, Tom Bullermann, Rob Hutton, Genia Bruce, and Bob Thelen.

**Absent:** Supervisors Duane Paulson and Jeff Morris. Supervisor Hutton arrived at 1:03 p.m.

**Also Present:** Chief of Staff Lee Esler, Employment Services Manager Sue Zastrow, Office Services Coordinator Windy Jicha, Employee Benefits Administrator Pete Hans.

**Approve Minutes of 2/7/06**

MOTION: B. Morris moved, Thelen second, to approve the minutes of February 7, 2006. Motion carried 4-0.

**Schedule Next Meeting Date**

- March 7<sup>th</sup>

**Chair's Executive Committee Report of 2/20/06**

Jicha advised of the following issues discussed at the last Executive Committee meeting:

- Two ordinances on decreasing the size of the County Board.
- UW-Extension and CDBG discussed carryover funds from 2005 to 2006.
- CDBG gave an update on 2006 HOME Grant Award
- Two appointments were approved.

Supervisor Hutton arrived at 1:03 p.m.

**Discuss and Consider Ordinance 160-O-119: Approve Salary Range Changes for Medical Examiner and Pathologist and Modify the Medical Examiner 2006 Budget**

Zastrow said this is the ordinance is per the discussion at the last Personnel Committee meeting.

Hutton asked what are the budget impacts and additional expenses and revenues in 2007 from this ordinance? Zastrow said the medical examiner strives to offset expenses with revenue from contracts. The fiscal notes are drafted as conservatively as possible. The medical examiner indicated there would be additional autopsies for Washington or Racine Counties to help offsets these costs. Beginning in 2007, the medical examiner estimates that personnel costs will increase \$25K and will be funded through a combination of revenues, fee increases and property tax levy or expenditure reductions. The fiscal note explains how the amounts will be offset.

Esler said the 2007 revenues won't entirely offset these salary increases. Part of the costs in 2006 will be recovered by vacancy. If the position is filled all of 2007, you won't have the vacancy to apply against the increased cost. The 2007 budget increases \$40K from this activity, which will be offset \$14K by revenues.

MOTION: B. Morris moved, Thelen second, to approve Ordinance 160-O-119. Motion carried 5-0.

**Discuss and Consider Ordinance 160-O-120: Select ICMA-RC as Sole Provider of Section 457 Deferred Compensation Plan Services and Adopt Section 457 Deferred Compensation Plan and Trust**

Hans said this ordinance authorizes the change in our deferred compensation plan administration and design. We will implement the new plan subject to the approval of this ordinance. ICMA will be the sole vendor.

B. Morris asked Hans to explain what a “sidecar IRA” is per line 39 of the ordinance. Hans explained that this allows us the possibility of expanding our program offerings in the future by allowing participants to purchase IRAs or Roth IRAs through the program. Because Roth IRA payments cannot be made with pretax dollars, this sets up a separate payroll deduction through ICMA with taxed dollars.

Esler said he was on the RFI committee for the plan choice. This is the first he has heard of a sidecar IRA. Hans said the initial ordinance in 1997 that established ICMA as a provider had sidecar IRA language. It is part of the standard language in the enrollment package.

Esler asked what is Vantage Trust? Hans said employee contributions are held in trust for the benefit of the enrollees. Hans held up a binded document and indicated that it spells out all the provisions of the program. ICMA-RC is responsible for the record keeping tracking assets, gains, losses, allocations to investments, quarterly investments, on site, etc. Vantage Trust is the trust and makes the allocations. Structurally they set themselves up that way to separate responsibilities.

Hutton asked does Vantage Trust house and facilitate the funds for ICMA? Could the county have a stand-alone fund outside of ICMA that is not run through Vantage Trust? Hans said this ordinance doesn’t prevent a stand-alone fund. The contract will have an exclusivity clause because we are receiving revenue sharing from ICMA. After the contract term expires we could move to another option but it would significantly affect the plan we have. We just hit the benchmark of the midsize plan with \$50 million. If we were smaller we couldn’t get revenue sharing and other benefits. If we split, we’d lose benefits.

Bruce said the last time you were here, you said the county was going to establish an employee advisement committee. Who would be on the committee and what would be the purpose? Hans said we would have members from all collective bargaining units, elected officials, non-represented employees, etc. on the committee. We would contract with an investment advisor to track the performance and stability of our offerings to make sure they are performing at an acceptable level. We want to have a consensus with employees and allow them some involvement. The committee would work under the advice of an investment consultant who would be responsible for their work.

MOTION: Hutton moved, Bullermann second, to approve Ordinance 160-O-120. Motion carried 5-0.

#### **4<sup>th</sup> Quarter Report on Claims and Worker’s Compensation**

Newcomb reviewed the report titled “Waukesha County Worker’s Compensation 2001-2005 Claims History Summary.” In 2005, a total of 104 claims were opened and 32 remained open at year-end. The total incurred for 2005 \$466,836. Between January 1, 2001 and December 31, 2005, 583 claims were opened, 50 remained open and total incurred was \$2,204,168. Newcomb highlighted some of the larger claims in 2005.

#### **Future Agenda Items**

- Establish salaries for elected officials

MOTION: B. Morris moved, Bullermann second, to adjourn the meeting at 1:49 p.m. Motion carried 5-0.

Respectfully submitted,

Bonnie J. Morris  
Secretary